

00266457/9

DIALOG(R) File 15:ABI/Inform(R)

(c) 2003 ProQuest Info&Learning. All rts. reserv.

00266457 85-06890

Worker Participation in Office Space Planning and Design Process Pays Large Dividends

Frazelle, Ed; Smith, Clarence L., Jr.

Industrial Engineering v16n12 PP: 34-37 ~~Dec 1984~~ CODEN: IDLEB9 ISSN:

0019-8234 JRNL CODE: INE

DOC TYPE: Journal article LANGUAGE: English LENGTH: 4 Pages

SPECIAL FEATURE: Chart References

~~ABSTRACT: In the area of office space planning and design (OSPD), worker input can pay big dividends for workers and offices alike, given the fact that work styles and workers' needs are changing. People performing particular jobs are in the best position to determine just how OSPD should best be executed so that the work can be done with optimal efficiency. Office facility planning should be akin to manufacturing facility planning. That is, it should be a systematic process involving such steps as: 1. identification of objectives of the overall office operation, 2. identification of specific office functions required to accomplish objectives, 3. definition of space requirements for each office function, 4. definition of interrelationships among office functions, 5. determination of office facility location, 6. generation of alternative office space plans, 7. implementation of the selected office space plan, and 8. maintenance of the selected plan and adaptation as needed. Some firms have successfully merged OSPD with participative management techniques.~~

DESCRIPTORS: Office automation; Office layout; Design; Productivity;

Support personnel

CLASSIFICATION CODES: 5110 (CN=Office management)

?